

March 13, 2006

QD50 (06-006)

TO: Distribution

FROM: QD50/Edward H. Kiessling

SUBJECT: Minutes of the MSFC Safety, Health, and Environmental Committee Meeting –*February 16, 2006*

The Safety, Health, and Environmental (SHE) Committee met at 1:00 p.m. on Thursday, February 16, 2006, in Building 4200, Conference Room P110. The attendance list is maintained on file in the Industrial Safety Department (4201/117). The agenda for the meeting is attached as Enclosure 1.

Open Meeting (Pete Allen/Chairperson)

Pete welcomed everyone to the meeting.

Safety Moment (Lynn Holt/HEI)

Dr. Holt's presentation referenced a project funded by NIOSH on preventing hearing loss from chemical and noise exposures, and an article posted in the Industrial Hygiene News (January 2006) that described the connection of hearing loss and exposure to Ototoxins or "ear poisons." The chart presentation is attached as Enclosure 2.

Rome Vacuum Chamber Fire (Matt Hammond/ET02)

Mr. Hammond reported on an Environmental Test Facility Anomaly Investigation that involved a Rome Vacuum Chamber fire. The fire investigation identified the cause and effects with appropriate recommendations for corrective actions. The chart presentation is attached as Enclosure 3.

ACTION 06-SHEC-0048: Share the Rome Vacuum Chamber mishap report with other NASA Centers. Assignee: (Dennis Davis/QD50); (ECD: 3/16/06)

Integrated Management Systems Board (IMSB) Metrics (Pete Allen/AS01)

Mr. Allen presented recommended changes to the current SHE Metric charts. The recommended changes included Environmental Management Metrics, OMEH Metrics, and SHE metrics. After approval, the recommendations will be presented bi-weekly to the IMSB starting in March. Pete asked members to review the SHE Metric chart and provide recommendations for a method to rank MSFC organizational support at the next SHE Committee meeting.

One recommendation was to rank attendance at the previous two meetings as follows:

- 2 weeks attendance (missed no meetings) = Green
- 1 week attendance (missed one meeting) = Yellow
- 0 attendance (missed both meetings) = Red

Pete also addressed the concerns of reporting SHE subcommittee attendance and the relationship between the subcommittees and the SHE committee expectations and participation. He also mentioned voluntary health examinations as a metric. Pete asked members to provide recommendations at the next SHE meeting. The chart presentation is attached as Enclosure 4.

Industrial Safety Report (Dennis Davis/QD50)

Dennis presented the Industrial Safety metrics. Of particular significance, Dennis reported that the recordable rate made a significant decline. Dennis was concerned that the recent integration of the IMSB may suggest a relationship between reporting close calls and self-incrimination. Pete reiterated MSFC policy that by reporting all close calls, problems can be identified before progressing to accidents. The chart presentation is attached as Enclosure 5.

New Supervisor Safety Web Page (SSWP) and Training Assessment (Dennis Davis (QD50) and Judy Milburn/QD50)

Dennis introduced the new SSWP that will provide supervisors with more personnel training flexibility, and the ability to assign actions resulting from findings to anyone on the Center.

Judy presented information on the new SHE Training Assessment tool that was developed to assist supervisory personnel identify Safety, Health, and Environmental (SHE) training courses required for Center employees. Under the new revision of the SSWP, supervisors can now complete prompted questions that will generate a detailed listing of mandatory, job dependant (job specific for task performed), or highly recommended training requirements. Judy informed the Committee that most of the mandatory training courses (required by all Center employees) had already been posted on the SSWP as a required SHE focus safety topic. She also stated that SOLAR will be replaced by SATERN in mid-May. Pete encouraged SHE Committee members to take this information back to their organizations, become familiar with the system, and to begin implementation of the training. Any comments to the new SHE Training Assessment or SHE Catalog should be forwarded to Judy Milburn.

Review Open Actions (Dennis Davis/QD50)

Dennis reported on open actions.

- In reference to action item 06-SHEC-0043, Pete announced that the 2007 SHE budget has been submitted. However, any last minute requests need to be submitted immediately for a possible inclusion. This action was approved for closure.
- Action item 06-SHEC-0044, Schedule of a meeting with ISD, HEI Industrial Safety, and Pete Allen/AS01 to improve the process of assigning SHE CAITS actions was completed and closed on 2/14/06.
- Closure was also approved for action item 06-SHEC-0047, Develop/Publish a Centerwide safety bulletin to give employees safety guidelines in the event of a serious mishap, i.e., tanker rollover. Bulletin was generated and posted Centerwide. Closed 2/14/06.
- An extension date of 3/16/06 was approved for action item 06-SHEC-0045, Establish separate CAITS/SHE Committee charge code for civil service to work on CAITS/SHE Committee activities.

- An extension date TBD, was also approved for action item 06-SHEC-0046, Address drill down capability for IMSB SHE metrics by arranging a meeting with CIO, SHE representative, and other interested parties.

New Business (Open Floor)

Chris Fisher/Sierra Lobo asked if it were possible to post a tentative schedule for the monthly mandatory training topics for the year. In doing so, it would enable trainers to comply with requirements and reduce duplication of training.

ACTION 06-SHEC-0049: Post a tentative schedule of the MSFC monthly mandatory training topics. Assignee: (Judy Milburn/QD50); (ECD: 3/16/06)

Cathy Miller/AS62 informed the SHE Committee that in connection with Severe Weather Preparedness Week scheduled for February 22, the Center will conduct a Tornado Drill between 08:30 and 09:00 a.m.

Cathy reminded the Committee that there will be three announcements. The first announcement instructs individuals working outdoors and individuals in building not having storm protection areas to seek shelter in approved buildings. The first announcement should not be misunderstood to imply that individuals in buildings with protective areas should go to the protective areas at that time. The second announcement instructs employees to go to designated shelters. Employees are to remain in their shelter until the third "All Clear" announcement is made. Cathy also advised that any problems identified during the drill, such as over-crowding or failure to hear all three announcements should be reported to 544-HELP option "0."

Pete Allen mentioned a situation during a recent visit to the AMES Research Center. During dinner, another guest (fellow NASA employee) at Pete's table noticed a commotion at a nearby table and immediately went to the table and administered the Heimlich maneuver on a young lady. His quick response successfully cleared her airway and allowed her to breathe again. Pete was amazed when he saw the terrified look on the young woman's face. The other young people at her table were in their mid-twenties and seemed frozen in place and unable to react and provide assistance. Knowing how critical these situations can become, Pete stressed the importance of being certified in CPR and the Heimlich maneuver.

Old Business (Open Floor)

The next SHE Committee Meeting is scheduled for March 16, 2006 at 1:00 p.m. in Building 4200, Room P110.

*Original signed by
Dennis Davis for*

Edward H. Kiessling
Manager
Industrial Safety Department

5 Enclosures

cc:
SHE Committee Members
SHE Web Page